

[Please bring completed form to the conference. Do not mail.]

RULE 16 CONFERENCE INFORMATION REPORT

Civil Action No. _____
Jury trial _____ Nonjury trial _____
Arbitration _____ Service of process made _____
(date)

(Caption)

v. _____

Trial counsel _____

Representing _____

Law Firm _____

Address _____

Telephone _____ Fax _____ Email _____

- Are there threshold motions? _____ (identify motion(s))
- When will discovery be completed? _____ (date)
- Will motion for summary judgment be filed? _____ (yes or no)
- Ready for trial by? _____ (date)
- Has settlement been discussed? _____ If not, why not?
(yes or no)
- Future settlement conference requested _____ (yes or no)
- Novel issues or special problems? _____ Describe overleaf.
(yes or no)

Trial time estimates

- Time to present your case _____

- Time for entire trial _____

Date: _____

Signature of counsel

Typed or printed name